

## **MICHIGAN COMMISSION ON SERVICES TO THE AGING**

Holiday Inn West Conference Center

7501 West Saginaw Hwy., Lansing

September 21, 2007

### **Minutes**

#### **CALL TO ORDER**

Commissioner Kennedy called the meeting to order at 10:00 a.m. and reiterated the role of the Commission, followed by the Pledge of Allegiance.

#### **ROLL CALL**

The roll call was taken and a quorum was present.

#### **COMMISSION MEMBERS PRESENT**

Owen Bieber, Cheryl Bollinger, Mary Gardner, Jerutha Kennedy, Chun-Keung Leung, Donald Newport, Thomas Rau, Amne Talab, William Walters IV, Janice Wilson, and James Wright

#### **COMMISSION MEMBERS ABSENT (Excused)**

Rose Gill, Albert Lewis, Anthony Pawelski, and Ramesh Verma

#### **COMMISSION MEMBERS ABSENT (Un-excused)**

None

#### **OSA STAFF PRESENT**

Bonnie Graham, Cindy Albrecht, Eric Berke, Steve Betterly, Janis Bowlin, Dan Doezenia, Sharon Gire, Sherri King, Laura McMurtry, Sarah Slocum, and Holliace Spencer

#### **VISITORS/GUEST PRESENT**

Tom Horwath, Conrad Kramer, Sherry Torres, Anne Holmes Davis, Laurie Sauer, Paul Bridgewater, Faiz Esshaki, Karen Cornyea, Sandra Davis, Judy Lammers, Pam Curtis Amy Florea, Jonathan Mead, Judy Sivak, Greg Piaskowski

#### **APPROVAL OF AGENDA**

Commissioner Wright made the motion to approve today's agenda. Commissioner Walters seconded the motion. The motion was approved unanimously by voice vote.

#### **APPROVAL OF COMMISSION MINUTES**

Commissioner Bollinger made the motion to approve the minutes from the August 21, 2007, meeting. Commissioner Newport seconded the motion. The motion was approved unanimously by voice vote.

#### **INFORMATION FROM INDIVIDUALS CONCERNING AGENDA ITEMS**

None

## **OSA DIRECTOR'S REPORT**

Director Gire welcomed everyone, including a number of representatives from the Area Agencies on Aging. Director Gire shared the following:

### **UPDATES:**

- ◆ Director Gire noted that a State budget agreement has not been reached as of today.
- ◆ Director Gire noted that a proposal for the State Ombudsman program has been sent out and if anyone has comments or questions regarding the proposal to please meet with her after the meeting.
- ◆ Director Gire stated that OSA has applied for two federal grants from Administration on Aging (AoA); the Nursing Home Diversion Grant and Alzheimer's Disease Demonstration Grants to States.
- ◆ Director Gire noted there was a wonderful turnout for the 2007 Senior citizen of the Year Awards at this year's State Fair.
- ◆ Director Gire attended a ground-breaking ceremony in Alpena for a new retirement community called Alpena Village.
- ◆ Director Gire noted that the Senior Health Security Commission requested that OSA come back and give another presentation.
- ◆ Director Gire met with the Department of Human Services to talk about ways to expand the number of seniors who are able to take advantage of food stamps. This group has the lowest percentage of participation vs eligibility of any age group.
- ◆ OSA staff attended in-service trainings on Assistive Technology and the Department of Civil Rights Cultural Competence training.

## **BUSINESS ITEMS**

### **Approval of FY 2008 Annual Area Implementation Plan (AIP) for Region IV Area Agency on Aging (AAA)**

Eric Berke, OSA staff, introduced Judy Lammers, Program Manager for Region IV Area Agency on Aging. Region IV serves Berrien, Cass, and Van Buren Counties.

Mr. Berke noted that the recent compliance and program outcome assessments of Region IV were conducted on March 28 and August 2, 2007. A public hearing was held on June 4, 2007. No local governments raised any issues of concern and there are no special conditions attached to the plan.

Mr. Berke presented a summary of the AIP and highlighted two of the program development objectives; improving health and wellness among male caregivers or widowers and activities to promote evidence-based disease prevention programs. Mr. Berke noted that Appendix G – Request to Transfer Funds requires approval by the Commission.

A motion was made by Commissioner Wilson to approve the FY 2008 AIP for Region IV Area Agency on Aging and seconded by Commissioner Walters. The Commission approved with a 11-0-0 vote.

A brief discussion followed with an emphasis on transportation to and from meal sites.

**Approval of FY 2008 Annual Area Implementation Plan (AIP) for Senior Resources (PSA 14)**

Eric Berke, OSA staff, introduced Pam Curtis and Amy Florea from Senior Resources. Senior Resources serves Muskegon, Oceana, and Ottawa Counties.

Senior Resources had compliance and program outcome assessments on March 28 and August 13, 2007. A public hearing was held on June 12, 2007. No local governments raised any issues of concern and there are no special conditions attached to the plan. Mr. Berke stated there are no appendices requiring approval.

Mr. Berke highlighted several program development objectives included in the AIP. These objectives include efforts to reduce pain levels among older adults served and assisting communities in preparing for meeting the increased demands of a growing older adult population. Mr. Berke also discussed efforts of the AAA to develop a community center with the nutrition program. When developed, the Tangle Wood Park project would co-locate the AAA, nutrition services, the 211 call center, and a PACE (Program of All-inclusive Care for the Elderly) project. Senior Resources is hopeful that the building will be ready by next summer.

A motion was made by Commissioner Wilson to approve the FY 2008 AIP for Senior Resources and seconded by Commissioner Wright. The Commission approved with a 11-0-0 vote.

A discussion followed with Commissioner Wilson acknowledging another program development objective that focused on the training of bank staff to recognize and report financial abuse and exploitation. Commissioner Wilson stated she would like to see this type of training developed on a statewide basis. Mr. Berke stated that Senior Resources has been providing this training for a number of years and it has worked well. Mr. Berke also acknowledged that several other AAAs conduct similar trainings in their service areas.

**Approval of FY 2008 Annual Implementation Plan (AIP) for Area Agency on Aging of Western Michigan, Inc. (AAAWM) (PSA 8)**

Eric Berke, OSA staff, introduced Sandra Davis, Planner for the Area Agency on Aging of Western Michigan. AAWM serves Allegan, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Newaygo, and Osceola Counties.

Mr. Berke stated that compliance and program outcome assessments were completed on March 28 and August 6, 2007. A public hearing was held on April 2, 2007. No local governments raised any issues of concern and there are no special conditions attached to the plan. Appendices requiring approval are Appendix L – Waiver of Minimum Percentage for a Priority Service Category for Legal Assistance. This waiver proposes to use local funds, in addition to Title III Part B, to meet the minimum percentage required by OSA standards.

Mr. Berke highlighted several program development objectives included in the AIP. Mr. Berke noted that while all AAAs were required to include a program development objective to improve the health and nutrition of older adults, Region 8 has been a leader in this area for several years. The AAA will also help the senior centers in Region 8 build capacity through training, education and technical support. Mr. Berke further highlighted the work of the agency to improve local coordination of transportation services through the “Ride Link” program. Ms. Davis provided an overview of the program.

A motion was made by Commissioner Bieber to approve the FY 2008 AIP for the Area Agency on Aging of Western Michigan and seconded by Commissioner Walters. The Commission approved with a 11-0-0 vote.

A brief discussion followed.

**Approval of FY 2008 Merit Award Trust Fund Allocations**

Dan Doezeema, OSA staff, requested approval of the FY 2008 Merit Award Trust Fund Allocations for the Caregiver Respite Program. Mr. Doezeema provided a brief description of the Caregiver Respite Program and stated the purpose of this program is to expand respite and adult day care services to older adults and caregivers served by the non-AAA MiChoice Waiver agents.

A motion was made by Commissioner Bollinger to approve the FY 2008 Merit Award Trust Fund Allocations and seconded by Commissioner Newport. The Commission approved with a 11-0-0 vote.

Commissioner Rau noted the additional funding awarded to the Macomb-Oakland Regional Center (MORC) and asked for more information on the older adult for whom the additional funding was provided. OSA staff reported that funding was made available to MORC to continue adult day services for a client previously served by Washtenaw County Community Mental Health (WCCMH). The transition to MORC was made necessary when WCCMH relinquished its contract as a MiChoice waiver agent.

Staff would obtain more information on the status of this individual and report to the Commission next month. A brief discussion followed.

**Approval of FY 2008 Annual Implementation Plan (AIP) for U.P. Area Agency on Aging UPCAP Services, Inc. (PSA 11)**

Dan Doezenia, OSA staff, introduced Jonathan Mead, Director of UPCAP that serves Alger, Baraga, Chippewa, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Luce, Mackinac, Marquette, Menominee, Ontonagon, and Schoolcraft Counties.

Compliance and program outcome assessments were conducted on February 28 and July 20, 2007. A public hearing was held on April 24, 2007. No local governments raised any issues of concern and there are no special conditions attached to the plan or appendices requiring Commission approval. A summary of the public hearing is included.

Mr. Doezenia highlighted the AAAs plans to address the new program development objectives required by OSA. The AAA intends to offer a minimum of 4 educational disease prevention and management program training sessions to promote healthier lifestyles of older adults in the region. The agency will also provide technical assistance, training, and support to the region's senior centers in an effort to build sustainability and capacity. Program Objective #3 is to improve and expand locally developed, coordinated public transportation options and resources throughout the region. Mr. Doezenia also noted UPCAP efforts to coordinate transportation services in area and its importance given the size and rural nature of the Upper Peninsula. Mr. Doezenia further acknowledged UPCAP's designation as the 211 Information and Referral System, which became fully operational in 2007.

A motion was made by Commissioner Gardner to approve the FY 2008 AIP for U.P. Area Agency on Aging UPCAP Services and seconded by Commissioner Wilson. The Commission approved with a 11-0-0 vote.

A brief discussion followed.

**Approval of FY 2008 Annual Implementation Plan (AIP) for Region IX Area Agency on Aging Northeast Michigan Community Service Agency, Inc. (NEMCSA)**

Dan Doezenia, OSA staff, introduced Laurie Sauer, Director of Region IX which serves Alcona, Alpena, Arenac, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, and Roscommon Counties.

Mr. Doezenia noted that compliance and program outcome assessments were conducted on February 28 and July 23, 2007. A public hearing was held on May 21, 2007 and no local governments raised any issues of concern with the proposed AIP. There were no special conditions, but Appendix L – Waiver of Minimum Percentage for a Priority Service Category – Access requires Commission approval. A summary of the public hearing is included in the AIP.

Mr. Doezema reviewed in detail NEMCSA's program developments and highlighted NEMCSA's Best Practice Conference for direct care staff in nursing homes that focuses on quality care and elder abuse prevention.

A motion was made by Commissioner Newport to approve the FY 2008 AIP for Region IX Area Agency on Aging and seconded by Commissioner Wright. The Commission approved with a 11-0-0 vote.

A brief discussion followed with Commissioner Gardner requesting more information on Region IX Best Practice Conference and if the conference addresses cultural competency. Ms. Sauer informed the development of the program for the conference is governed by the Best Practice Coalition, but will forward the requested information to the Commission.

**Approval of FY 2008 Annual Implementation Plan (AIP) for Area Agency on Aging of Northwest Michigan, Inc. (PSA 10)**

Dan Doezema, OSA staff, introduced Greg Piaskowski, Director of Area Agency on Aging of Northwest Michigan which serves Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, and Wexford Counties.

Mr. Doezema noted the AIP was reviewed against the published format, approval criteria, most recent Statement of Grant Award, Federal Regulations, and statewide operating standards and policies. The compliance and program outcome assessments were conducted on February 28 and July 17, 2007. No local governments raised any issues of concern regarding the plan. A public hearing was conducted on May 21, 2007. Appendix G – Request to Transfer Funds from Title III-C1 Congregate Nutrition Services to Title III-B Supportive Services for in-home services requires Commission approval. Mr. Doezema stated the request for transfer stems from the declining demand for congregate meals and increased need for in-home care. The transfer is consistent with requests made in prior years.

Mr. Doezema highlighted new areas of their program development objectives which including development of a Health and Wellness Program and senior power day. Mr. Doezema also noted the work of the AAA with the American Indian Tribes to address the needs and issues of American Indian Elders. The AAA will also be offering technical assistance to build the capacity of local senior centers.

A motion was made by Commissioner Wilson to approve the FY 2008 AIP for Area Agency on Aging of Northwest Michigan, Inc. and seconded by Commissioner Gardner. The Commission approved with a 11-0-0 vote.

A brief discussion followed on the programs and services provided by the AAA.

### **Approval of the FY 2008 Annual Area Implementation Plan (AIP) for Region 3-A Area Agency on Aging**

Steve Betterly, OSA staff, introduced Judy Sivik, Director of Region 3-A Area Agency on Aging. Region 3-A serves Kalamazoo County.

A public hearing was held on May 9, 2007 with no formal oral or written comments made at the hearing. No local government raised any issues of concern and the most recent program outcome and compliance assessments were conducted on March 14 and July 20, 2007. There are no special conditions, but Appendix G – Request to Transfer Funds and Appendix I – Agreement for Receipt of Supplemental Cash-In-Lieu of Commodity Payments for the Nutrition Program for the Elderly needs approval.

Mr. Betterly noted a number of significant changes in the Region 3-A AIP, including the addition of five new program development objectives that focus on the development of evidence-based disease prevention programs, increased capacity of senior centers, improved transportation resources, the development of a user-friendly directory of all transportation resources, and increased availability of spring/fall clean-up services. Mr. Betterly also noted several changes in the allocation of funds for specific services

A motion was made by Commissioner Wright to approve the FY 2008 AIP for Region 3-A AAA and seconded by Commissioner Wilson. The Commission approved with a 11-0-0 vote.

Discussion followed on the difficulties of maintaining a current transportation resource directory and the importance of transportation services. Commissioners also noted their approval of an increased interest in home repair and spring/fall clean-up programs.

### **Approval of FY 2008 Annual Implementation Plan (AIP) for Detroit Area Agency on Aging 1-A**

Sherri King, OSA staff, introduced Paul Bridgewater, President and CEO, Faiz Esshaki, Vice President and Chief Financial Officer, and Anne Holmes Davis, Program Director for Detroit Area Agency on Aging (DAAA). DAAA serves the cities of Detroit, Grosse Pointe, Grosse Pointe Farms, Grosse Pointe Park, Grosse Pointe shores, Grosse Pointe Woods, Hamtramck, Harper Woods, and Highland Park.

Ms. King stated the most recent compliance and program outcome assessments were conducted on February 22 and July 19, 2007, with a public hearing held on April 24, 2007. A summary of the public hearing is included. In addition, the DAAA submitted a copy of the proposed AIP to each municipality served in the planning and service area. No local governments raised any issues of concern. Ms. King reviewed the special conditions attached to the DAAA AIP pertaining to the congregate and home-delivered meal programs. Ms. King noted that DAAA is requesting approval of Appendix G – Request to Transfer Funds.

Ms. King presented a summary of the AIP highlighting the areas of health and wellness programs, refugee services, senior employment, and nursing home transition services.

A motion was made by Commissioner Talab to approve the FY 2008 AIP for Detroit Area Agency on Aging and seconded by Commissioner Leung. The Commission approved with a 11-0-0 vote.

A discussion followed by Commissioner Talab asking if the company operating the meal programs for DAAA has the capacity to provide culture specific meals. Ms. King and Mr. Bridgewater stated that DAAA is currently working with Valley Foods, Inc. to make these meals available. Ms. King reviewed in detail the addendum regarding the use of a contract with Valley Foods, Inc. of Mississippi.

**Approval of a Six-Month Extension of FY 2007 Annual Implementation Plan (AIP) for Region 3-B Area Agency on Aging**

Steve Betterly, OSA staff, introduced Conrad Kramer, Executive Director, Tom Horwath, CPA, and Sherry Torres, Planning Manager, for Region 3-B Area Agency on Aging. Region 3-B serves Barry and Calhoun Counties.

OSA requests approval of a six-month extension for Region 3-B Area Agency on Aging FY 2007 AIP. Mr. Betterly stated the extension is requested due to continued concerns about the business operations and financial viability of the Burnham Brook Senior Center. Mr. Betterly stated that many efforts have been made to improve the financial status of the senior center, but the operating deficits remain. As a result, the Burnham Brook Board of Directors is seeking to separate the AAA from the senior center. Mr. Betterly explained that in an effort to protect the overall financial health of the Region 3-B AAA and services provided in local communities, several new special conditions have been placed on the extension of the '07 AIP. Mr. Kramer explained in detail the issues affecting the AAA and efforts made to improve the organization's financial standing.

A motion was made by Commissioner Wright to approve a six-month extension of the FY 2007 AIP for Region 3-B Area Agency on Aging and seconded by Commissioner Wilson. The Commission approved with a 11-0-0 vote.

A discussion followed with many questions regarding the sale of the Burnham Brook building and its effects on Region 3-B.

**Approval of the FY 2008 Senior Volunteer Services Program State Allocations**

Bonnie Graham, OSA staff, requested Commission approval of the FY 2008 Senior Volunteer Services Program State Allocations for the senior volunteer programs: Foster Grandparent Program (FGP), Senior Companion Program (SCP) and the Retired & Senior Volunteer Program (RSVP). Ms. Graham also stated FY 2008 state funding for the senior volunteer programs as not yet been determined and all allocations are contingent upon the appropriation and receipt of state funds allocated to the Michigan Department of Community Health, Office of Services to the Aging.



Ms. Graham stated the total state funding for the programs is \$5,624,900. However, for FY 2007 the Michigan Legislature separated the three volunteer programs into individual budget line items, requiring three separate actions. A chart detailing the specific allocations for each project and grantee agency is attached.

OSA is reserving \$23,850 (\$450 per project) for evaluation of the programs, which is administered by OSA through a contract with So What Evaluation Resources, Inc. As a result, a total of \$5,601,500 is available for the local projects.

A motion was made by Commissioner Wright to approve \$2,813,500 in FY 2008 for the Foster Grandparent Program and seconded by Commissioner Newport. The Commission approved with a 11-0-0 vote.

A motion was made by Commissioner Wilson to approve \$790,200 in FY 2008 for the Retired and Senior Volunteer Program and seconded by Commissioner Newport. The Commission approved with a 11-0-0 vote.

A motion was made by Commissioner Walters to approve \$2,021,200 in FY 2008 for the Senior Companion Program and seconded by Commissioner Bieber. The Commission approved with a 11-0-0 vote.

A brief discussion followed.

### **INFORMATION AND COMMENTS**

Commissioner Walters provided information on the "Angel Food" program currently available in Region 7.

Commissioner Newport thanked Director Gire for traveling to Alpena for the ground breaking ceremony of Alpena Village.

### **ANNOUNCEMENTS**

The next meeting of the Commission on Services to the Aging will be held at 10:00 a.m. on October 19, 2007 at the Office of Services to the Aging, Room 2D, Lansing.

All State Advisory meetings have been cancelled until further notice.

### **ADJOURN**

A motion to adjourn was made by Commissioner Bieber and seconded by Commissioner Walters. Chairperson Kennedy adjourned the meeting at 12.44 p.m.